

SUBJECT: Mental Pick-Up Orders	NUMBER: 2-21.01
EFFECTIVE DATE:	REVIEW DATE:
NMMLEPSC STANDARDS:	APPROVED: Sheriff

I. POLICY

Department shall provide an effective response to situations involving subjects who are suspected and/or verifiably mentally ill, and/or people in crisis in order to avoid unnecessary violence, and to ensure that proper medical attention is provided.

II. RULES AND REGULATIONS

A. Alcoholic and Mental Pick-Up Orders

1. These orders come from the District Attorney's Office. They are all signed by a district court judge, and direct the Sheriff to pick up the named subject and transport them to a designated facility.
2. Two deputies will pick up the alcoholic or mentally ill individual and transport him/her to the designated facility. Both deputies will remain at the facility for the required amount of time as stipulated in the deputies will render assistance as long as necessary. The subject, when being transported, will be handcuffed and seat belted in the proper position in the patrol vehicle.
3. Not all orders require the deputies to remain at the facility for a stated period of time. In some instances, the subject is taken to a secure area and the deputies are free to leave.
4. The preceding guidelines are intended to be only guidelines. Situations which require two deputies should always be strictly adhered to for the safety and welfare of the deputies and those of the defendants/subjects. The guidelines which state who should be served should also be closely followed.
5. Each situation should be handled on an individual basis. The guidelines are not a substitute for state statutes and will change if the statutes change.
6. Assigned deputies will check the below listed resources and data banks for each proposed client prior to service of the order:
 - a) VSCD Records
 - b) N.C.I.C.
 - c) VCDC

7. Hopefully, this data will provide the deputies with greater knowledge of the client and therefore enhance officer safety principles.
8. Deputies will not permit family members, petitioner(s) or other citizens to enter any residence of a proposed patient/client for the purposes of affecting an order.

B. Emergency Mental Health Evaluation

1. A document signed by a physician which authorizes a law enforcement officer to pick-up a person for an emergency mental health evaluation. The document will specify the facility where the person must be taken.
2. This pick-up order is valid for (72) hours from the date and time the physician initiates the order.
3. The date and time of origin must appear on the face of the order.
4. The order must be signed by a physician/psychologist.
5. The deputy and/or supervisor must verify the authenticity of the order. This can be accomplished by speaking with the doctor or a staff representative with regard to the client and pick-up order.
6. The Valencia County Sheriff's Department will not transport clients/patients from one medical facility to another on this order.
7. Deputies will transport patients to the stated medical facility and turn the patient over to the medical staff. Deputies are under no obligation to stand by with the patient at the facility until the evaluation is completed. Deputies will not transport the patient to any other location if the facility does not accept or admit the patient.
8. It is the ordering doctor's responsibility to ensure that the named medical facility has available bed space for the patient.
9. Personnel will not accept an evaluation order if the doctor has not signed the order and/or if the date of origin of the order is missing or is expired. Additionally the client's name, date of birth and social security number must appear on the evaluation order.
10. If any order is ambiguous and/or incomplete, supervisory personnel will be immediately notified.
11. These orders are valid only within Valencia County.
12. Assigned deputies will check the below listed data banks for each proposed client/patient prior to service of the order:

- a) VSCD Records
- b) N.C.I.C.
- c) VCDC

13. Deputies will not permit family members, petitioner(s) or other citizens to enter any residence of a proposed patient/client for the purpose of affecting an order.